



Risk Assessment – Use of Hand Tools.

Company:	SES Engineering (Newark) Ltd	Date:	16.05.2022	Review Date:	16.05.2023	Ref:	SES/0041
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Operation:	Use of Hand Tools.			Persons at risk:	Employees, 3 rd parties		
HAZARD	Assessment			CONTROL MEASURES TO REDUCE THE RISK	Re-assessment		
	S	L	R		S	L	R
Sprains & Strains.	3	3	9	Always use the correct tool for the job being worked on. During repetitive work (hammering/sawing) share the task or take regular breaks to do alternative work.	3	1	3
Flying particles.	3	3	9	Safety glasses/goggles/face shield to be worn when using hand tools. Screens must be used to protect other employees and 3 rd party personnel.	3	1	3
Lacerations.	3	5	15	Ensure sharp edges of tools are protected when stored or carried. If the hand tool has a safety guard it must be correctly fixed to the tool and used during every application. Always keep hands behind the cutting edge. Only use with adequate protection installed to prevent materials from falling wherever possible.	3	1	3
Falling from height.	4	4	16	All hand tools used at height where there is a risk of them falling must be securely stored. With adequate protection installed to prevent materials falling.	4	1	4
Slips/Trips/Falls	3	3	9	After use, all hand tools must be correctly stored away.	3	1	3
Noise.	3	4	12	Ear protection is to be worn where required, display signage to warn other personnel in the vicinity.	3	1	3
Injuries from insufficient lighting.	3	3	9	When using hand tools ensure there is adequate lighting to enable the task to be done safely.	3	1	3
Injury from damaged equipment.	3	5	15	Only well-maintained tools that conform to British Standards to be used. Prior to use check all tools for wear and tear and damage. Any worn or damaged equipment must be returned to the stores or disposed of.	3	1	3



Likelihood →	Likely (5)	Probable (4)	Possible (3)	Unlikely (2)	Very unlikely (1)
↓ Severity					
Death (4)	20	16	12	8	4
Major Injury (3)	15	12	9	6	3
Minor Injury (2)	10	8	6	4	2
No Injury (1)	5	4	3	2	1

KEY: S = Severity

L = Likelihood

R = Risk rating

12-20 High risk
8-10 Medium risk
1-6 Low risk

PPE Required:

Hard hat	Y
High vis clothing & boots	Y
Eye/ ear protection	Y
Suitable gloves	As necessary
Respiratory equipment	Y
Safety harness	As necessary

Risk assessment to be reviewed every 12 months or following an accident / incident.